

## **TRANSMISSION AND DISTRIBUTION FOREMAN**

### **PURPOSE AND NATURE OF WORK**

Positions so classified are responsible for the activities in a section of the transmission and distribution division of Lafayette Utilities System. Incumbents supervise and direct personnel engaged in construction, installation, maintenance, and/or repair related to electrical distribution lines. The job incumbent reports to the Transmission and Distribution Operations Supervisor has supervisory responsibilities for several Lineman Foremen, Line Troubleshooters, line crews, and Transmission and Distribution Dispatchers, depending on assigned section. Position is subject to 24-hour call, overtime and work is potentially hazardous.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Schedules and assigns job for Lineman Foremen and inspects work in progress. Coordinates and oversees the restoration of power during outages, scheduling, and coordinating planned outages. Supervises Lineman Foreman. Contacts commercial customers regarding planned outages. Assesses tool and equipment requirements of line repair or construction and insures availability. Coordinates maintenance of vehicles. Supervises line switching. Follows up on house moving permits to make sure utility poles and lines are not affected. Determines necessity of reinforcing the support of utility poles during construction. Determines the need to backfeed power from substations. Serves as a member of the Material Standards Committee.

Schedules daily work for crews engaged in connecting, disconnecting, and responding to power outages. Trains employees in the use of computer programs, such as City Works, GIS, and Outage Management. Supervises and assists in the training of dispatchers, develops and implements policies for dispatchers, coordinates power outages, and schedules shifts. Reviews service jobs for accuracy before assigning them to crews and reviews subsequent work on the crews.

Performs related work as required.

### **NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS**

Considerable knowledge of the methods and materials used in electric power transmission and distribution.

Considerable knowledge of the layout, location, and characteristics of the municipal power transmission and distribution system.

Considerable knowledge of the occupational hazards and safety precautions of the trade.

Knowledge of electrical principles.

Ability to layout and assign the work of subordinate personnel.

Ability to develop and maintain effective working relationships with subordinates, superiors, and other employees.

Skill in the use of approved methods, tools, materials, and equipment of the trade.

Skill in the maintenance and repair of electrical transmission and distribution systems.

### **DESIRABLE TRAINING AND EXPERIENCE**

Graduation from high school supplemented by vocational technical school course work in industrial electricity and extensive experience in overhead and underground electric distribution system construction and maintenance, plus some related supervisory experience, or any equivalent combination of training and experience.

### **NECESSARY SPECIAL REQUIREMENT**

Possession of the appropriate class driver's license, as required by the State of Louisiana.